



Virg Bernero, Mayor

Office of Mayor Virg Bernero Internship Application and Disclosure

Last Name: _____ First Name: _____

Telephone: _____ Cellular: _____

Email: _____

Permanent Address: _____

City: _____ State: _____ Zip: _____

Temporary Address: _____

City: _____ State: _____ Zip: _____

Internship/Educational Information

Dates desired for Internship: _____ through _____

Days/Hours of Availability: Mon. _____ Tues. _____ Wed. _____
(ex. 8:30am – 1:30 pm) Thurs. _____ Fri. _____ Weekends _____

Educational Institution: _____ Degree Field: _____

Currently Attending: ☐ Yes ☐ No

Will Credit Be Received: ☐ Yes ☐ No

Emergency Contact: Name: _____

Relationship: _____ Phone: _____

*Please submit Application, Letter of Interest, Resume and two letters of recommendation to:
Attn.: Renee Freeman, 124 Michigan, 9th Floor, Lansing, MI 48933 – 517.483.4141
Renee.Freeman@lansingmi.gov or fax to 517.483.6066*

Disclosure

I understand that:

1. I will NOT receive pay or other compensation for services rendered;
2. I am NOT considered to be a City Hall employee for any purpose, and I understand that this is a voluntary position;
3. I am to conduct myself with honesty and integrity in the performance of my duties;
4. This agreement may be terminated at any time by the intern, the educational institution, or The City of Lansing;
5. Submission of this application does not constitute acceptance;
6. I have NOT been convicted of any felonies, and do not have a criminal record or any criminal matters pending;
7. I understand that I will become privy to confidential information during my internship and I agree to keep this information strictly confidential.

By signing and submitting this document, I declare that the above information is true and correct. I also declare that, to the best of my knowledge, my health allows me to undertake the proposed internship.

Applicant Signature

Date